

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice CM-551

For: State and County Offices

2007 Reconstitutions and Farm Records Rollover

Approved by: Deputy Administrator, Farm Programs



1 Reconstitutions and Rollover

A Background

2007 farm records rollover will be performed on the Web and System 36. Kansas City will rollover web-based farm records before System 36 rollover can occur. Consequently, the web-based farm records and reconstitution software will be unavailable as of COB September 22, 2006, through the weekend. CRP maintenance functions, including adding new contracts, shall **not** be accessed by County Offices during the time web-based farm records and reconstitutions are unavailable.

County Offices will be able to update web-based farm records and reconstitutions after start-of-day (SOD) September 25, 2006. Updates made to web-based farm records and reconstitutions after web-based farm records rollover has been completed will **not** replicate to the System 36 until subsidiary and farm records rollover has been completed on the System 36.

Beginning September 25, 2006:

- farm records and reconstitution software will default to the year 2007
- 2006 reconstitution software will **not** be available
- County Offices shall ensure that the correct year is selected when updating farm records.

B Purpose

This notice provides County Offices with actions that shall be completed before farm records rollover occurs on the Web.

Disposal Date	Distribution
December 1, 2006	State Offices; State Offices relay to County Offices

9-1-06

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1 Reconstitutions and Rollover (Continued)

C Software Release

System 36 farm records rollover will be included in County Release No. 598. The software will be overnight mailed from Kansas City on September 25, 2006. County Offices shall install the software **immediately upon receipt**. 2007 farm records and subsidiary file rollover will occur during the release installation.

D Important Dates

County Offices shall consider the following when preparing for rollover:

- web-based farm records and reconstitution software will be unavailable beginning COB **September 22, 2006**
- 2003 to 2007 web-based farm records software will be available for updates after SOD September 25, 2006
- 2007 web-based reconstitution software will be available for use after SOD September 25, 2006.

E County Office Action

County Offices shall:

- update **all** pending reconstitutions on farms with DCP base acres and on farms protecting CAB's under a CRP contract immediately
- update **all** reconstitutions by COB **September 22, 2006**

Note: Pending reconstitutions that are **not** updated when farm record rollover is processed will be deleted and the parent farm will be reactivated.

- record all 2006 Grassland Reserve Program contracts and easement applications by COB **September 22, 2006**
- record and update all CRP contracts, including adding all signup 31, 32, and 33 contracts by COB **September 22, 2006**

Note: This will include all maintenance activities required for CRP FY 2007 annual rental payments.

- record all land enrolled in WRP
- reduce DCP base acres, if applicable.

Note: See 1-DCP for additional information on DCP base reductions required because of enrollment in WRP.